

## POWER OF ATTORNEY OR GRANDPARENT AUTHORIZATION AFFIDAVIT

It is YOUR responsibility to make certain that the documents you file with the Juvenile Court comply with the instructions provided. If you have any questions about the legal significance or effect of the forms, *you must consult with an attorney*. **Juvenile Court staff will not give legal advice** but will check the documents to determine if they are complete.

File **ONLY ONE** of the following:

### Grandparent Power of Attorney

*Used when child is living with grandparent, and at least one parent\* authorizes this POA by signing it before a notary.*

File these documents with the Court:

#### [1] Power of Attorney (POA) for Residential Grandparent.

- A POA form is completed for **each child**.
- POA form is *signed* by the child's **residential parent** (or guardian or custodian) in presence of notary, and parent's signature *notarized*.
- POA form is *signed* by the **grandparent** in presence of notary, and grandparent's signature *notarized*.
- POA form *filed* with Court not more than **FIVE days** of the last notarized signature.

#### [2] Certified Mailing Receipt.

- Mail** a copy of the POA(s) to the non-residential parent not less than FIVE days after POA is notarized unless exempt (see form for specific exemptions).
- File** the receipt(s) with the Court.

#### [3] Parenting Proceeding Affidavit.

- Form is complete.
- Form is *signed* by **parent** or **grandparent** in presence of notary, and parent's signature *notarized*.

*\*If BOTH parents agree to the POA, both must sign.*

### Grandparent Caretaker Authorization Affidavit

*Used when child is living with grandparent and the location of one or both parents is **unknown**.*

File these documents with the Court:

#### [1] Caretaker Authorization Affidavit (CAA).

- A CAA form is completed for **each child**.
- CAA is *signed* by Grandparent in presence of notary, and grandparent's signature *notarized*.
- CAA is *filed* with Court not more than **FIVE** days of notarized signature.

#### [2] Parenting Proceeding Affidavit.

- Form is complete.
- Form is *signed* by **grandparent** in presence of notary and grandparent's signature *notarized*.

OR

**File EITHER a Power or Attorney OR a Caretaker Authorization Affidavit, NOT BOTH, since both cannot be true.**

**IF YOU HAVE LEGAL QUESTIONS REGARDING THESE DOCUMENTS, PLEASE CONTACT AN ATTORNEY.**